

# **Build Your Self-confidence: Courageously Overcome Fears, Insecurities, and Self-Doubt**

## ***Course Outline***

### **Module 1: Having a Self-Discovery Journey**

- Evaluating Your Self-Efficacy
- Know Your Mental Blocks
- Write Your Own Story (Self-talk)
- Identify and Create Your Growth Areas
- Practical Assignments

### **Module 2: Courageously Overcome Common Causes of Fears, Insecurities, and Self-Doubt**

- Stop Comparing Yourself to Others
- Conquer Need for Approval
- Defeat Imposter Syndrome
- Shaking off Low Self-esteem
- Practical Assignments

### **Module 3: Powerful Steps towards Gaining Huge Confidence**

- Experiencing Your Success
- Developing positive self-appraisals
- Surrounding yourself with positive role models
- Managing those confidence-killing emotions
- Practical Assignments

### **Module 4: Mastering Self-Confidence Expressions**

- Learning to Say No with Courage and Confidence
- Demonstrating Confident Body Language
- Controlling your emotions when receiving Negative Response
- Practical Assignments

### **Module 4: Understanding Importance of Confidence in Life**

- Confidence is a Recipe for Healthier Living
- Confidence will Earn You Respect
- Confidence Will Improve Your Relationship
- Confidence Helps You Communicate Better
- Confidence enhances Your Decision-making Ability

- Practical Assignments

## **Course Description**

Confidence is not something one can learn like standard rules; it is a state of mind. Positivity, practice, training, knowledge, and getting help from others are some of the real ways to help build or boost your confidence levels. It comes from feelings of well-being, accepting yourself, and believing in your own abilities. In this course, we provide information and practical lessons to assist you to courageously overcome your fears, insecurities, and self-doubt that might have hindered your full participation in professional or social life. The course explains importance of discovering who you are, , powerful steps toward building massive confidence, and understanding why it is important to have confidence in various spheres of life

# Module 1: Self-Discovery Journey

*Objective: To understand yourself, know your mental blocks, be able to chart your growth path, and appreciate the importance of self-confidence.*

Self-discovery is a life-long journey of exploring your inner-self to try and find out who you are, your potential, goals in life, and the main principles that guide you to various routes along the way. It begins with self-awareness, going to your personal interests and your future dreams.

Having self-knowledge will guide you to thrive in different situations. Self-discovery is the first step towards building your self-confidence. We will focus on the four components of self-discovery:

1. Evaluating Your Self-Efficacy
2. Know Your Mental Blocks
3. Write Your Own Story (Self-talk)
4. Identify and Create Your Growth Areas

We discuss each of these and provide real-life

instances Reading portion:

## Evaluating Your Self-Efficacy

Self-efficacy is your belief in your ability to achieve a goal.

***REAL LIFE example:*** *Let's say you work in an organization that gives every employee a target. If your self-efficacy on the task at hand is low then this might affect your performance and you may fail to meet the company targets. Your supervisor may think you don't have the competence to perform when it is only your belief that is letting you down.*

## Take Action:-

How then can you practice self-efficacy?

Here is your course of action. Pick one or two and try to reflect on them throughout this week:

- Look at your past performance where you actually did good: success breeds success and your past success can encourage you towards another success every time you give it a reflection
- Observe others perform: seeing someone else perform may make you more confident, remove your self-doubt and make you effective as them

- Get social persuasions: encouragement from others can work miracles. A life coach who gives you positive feedback will increase your efficacy levels

### **Know Your Mental Blocks**

Mental blocks are a limiting mindset that hinders you from accomplishing vital tasks and having success. These blocks are the primary causes of fear, self-doubt, and insecurities. To build your confidence, you must identify these mental blocks and overcome them.

***REAL LIFE example:*** You are facing a new problem or doing some task for the first time. You get worried about the task and not sure about your next move. The whole task seems impossible, hitting your confidence to deliver. You come to realize that when doubt fills your mind, fear will dominate your thoughts.

When your mind foresees failure, it often results in paralysis.

### **Take Action:-**

- Pay attention to your reappearing thoughts and behavior patterns.
- Note the thoughts that harm your confidence and hinder you from concentrating on what you are doing.
- Overcome future failures by remembering your past successes. Use evidence from your past to predict your future.

### **Identify and Create Your Growth areas**

Personal growth is the process by which you recognize yourself and continually develop to reach your full potential. Self-confidence building starts when you commit to having personal growth.

***REAL LIFE example:*** You may have spent too much time worrying about things beyond your control like your future potential. You realized that all the self-doubt ended and courage crept in when you acknowledged that you are in control of yourself. Human beings relate control with safety.

Remaining confident is essential to know how you view challenges, how you respond to them, and how much of your power you give to them

Finding the knowledge and experience you need to get closer to your ideal self is a sure way to overcome insecurities and self-doubt.

### **Take Action:-**

- Developmental growth to accept whatever happens without blaming yourself too much. When you allow something that “happens” to affect your peace, you give away your power
- Grow socially by trying to improve your communication skills. Becoming an active listener and a clear speaker will make you more loveable and remove any self- doubt, thus building your confidence
- Grow spiritually as you connect yourself on a holistic level to find inner self peace. You can choose to experience spiritual growth depending on your culture, belief, and encounters you have had.
- Emotional growth will help you handle feelings and reaction to situations positively without denting your confidence levels.
- Physical growth will include taking care of your body to the level you feel confident about yourself. Being in the shape you desire will remove any fears and insecurities about your physical appearance.

### **Assignments**

1. What do you value and what are your fundamental beliefs?
2. How frequently do you doubt your abilities?
3. Highlight four favorite qualities about yourself.
4. And now 5 of the physical attributes you like about yourself.

# Module 2: Courageously Overcome Common Causes of Fears, Insecurities, and Self-Doubt

*Objective: To learn how you can stop comparing yourself to others, conquer needs for approval, defeat imposter syndrome and shake off low self-esteem*

According to Psychology today.com, Fear is an essential response to physical and emotional danger.

Second-guessing yourself and your actions constitutes self-doubt. Insecurity is the feeling of lack of confidence in yourself.

It is okay for everyone to encounter fear, self-doubt, and insecurity at one point. However, they may become harmful when they stop you from taking action to meet your goals.

There are several reasons why you will experience fear, insecurities, and self-doubt but these are the most fundamental causes:-

1. Comparing yourself to others
2. Need of other's approval
3. Imposter Syndrome
4. Low self-esteem

Knowing how to overcome the four above is a clear journey towards liberation.

## Stop Comparing Yourself to Others

Comparing yourself to others is a recipe for unhappiness and self-doubt unless you are the most perfect human in the world.

***REAL LIFE mind-jogging question:*** *Would you rather be the most peaceful person in the world, but have everyone think you're the world's most violent? Or would you rather be the world's most violent person but have everyone think you're the world's most peaceful person?*

***REAL LIFE Examples:*** *You must have heard of someone who overspends just to keep up with the Joneses. Most of them normally live a false life which sometimes leads to depression.*

Once you acknowledge that there is one thing that you are better at than anyone else: being you, you understand that it is the only game you can really win.

Moreover, understanding that you can be anything but you can't be everything will give you the courage to confidently be at peace with the inner you.

When you compare yourselves to someone else, you mostly compare their best features against your average ones and this can harm your confidence massively.

#### **Take Action:-**

- Practice gratitude to be thankful for the special 'You'
- Gratitude results in contentment enabling you to be in a state of satisfaction with yourself.
- In social media, everything is not the way they seem to be. Do not spend money and emotional energy trying to live how others do.
- Write down at least four things you like about yourself and focus on your strengths.
- When a friend shares some great news with you, stay focused on them instead of turning it back to yourself. Choose to celebrate them instead.

#### **Conquer Needs for Approval**

You gain others' approval, make them happy for a moment but miss a lesson on how to approve of yourself. In the process, without approvals, you lose self-confidence worrying about what others might expect from you.

***REAL LIFE Examples:** Do you ever find yourself doing something against your will because you are afraid to say no. That is a sign of seeking other's approval*

#### **Take Action:-**

- Do not ask for permission where it is not needed. This will tell others that you know your worth and may boost your confidence.
- Do not change your position when you rightfully think it is genuine because others appear to disapprove. Expressing yourself freely gives you more reasons to be confident
- Stop paying insincere compliments to have others' approval. People can see through your fake approvals losing your trustworthiness thus setting you up for self-doubt.

#### **Defeat Imposter Syndrome**

Imposter syndrome is an internal belief that you are not as competent as others perceive you to view you. It is referred to as perceived fraudulence.

Even though others praise your talents, you dismiss your successes to maybe good luck. You self-doubt if you earned them on your own merits, and you fear your colleagues will finally realize the same thing.

***REAL LIFE Examples:*** *In a workplace, you may find yourself asking questions such as "what am I doing here?", "I don't belong here", "I am a real fraud and very soon people will find out"*

If you have ever had this feeling, do not worry. Others feel the same too. In 2019, of 62 studies, up to 82% of people indicated having felt the same at some moment.

### **Take Action:-**

- Acknowledge your imposter feelings and open up to peers about the same encourages them to do the same. This will help you realize that others also feel like imposters.
- Build relations to avoid the temptation of doing everything yourself. Creating a network of mutual support will help you overcome self-doubt among yourselves.
- Challenge your doubts by asking yourself if there are any actual facts to support the belief. Find pieces of evidence that counter this thought. Evidence could be the consistent encouragement and recognition you have always received.

### **Shake off Low self-Esteem**

Low self-esteem occurs when you lack confidence about who you are and what you can do. You rate your self-value lowly.

A fundamental reason for low self-esteem originates from your own mental state. Your inner voice can be consistently informing you that you are not good enough, even if the evidence says contrary.

***REAL LIFE Examples:*** *Someone walks into a meeting and they get complimented for being smart. Since they have a low opinion about themselves, they do not trust compliments from others. They meet positive feedback with a lack of trust and suspicion.*

Those who have low self-esteem are likely to engage in upward social comparison, where they compare themselves with others who they think are better than them.

### **Take Action:-**

- Take time to identify troubling situations that puncture your self-esteem. This will help you adjust your mindset to overcome them.

- Get aware of your thoughts and beliefs. This will make you understand if your reactions to what has happened are desirable and beneficial
- Challenge negative thoughts whether they are consistent with facts. This will help you overcome any negative preconceived doubts you've built up.

### **Assignment**

1. Explain five steps you would take to improve the situations that make you feel insecure?
2. List down as many instances as you can remember when you felt like you are a fraud. Explain what transpired after.
3. Identify one thing you can do today to overcome insecurities and self-doubt you have
4. What would you tell a friend who suffers from low self-confidence?
5. Have you ever disregarded a compliment? Would you respond the same way today?

## Module 3: Powerful Steps towards Gaining Huge Confidence

*Objective: To understand how to gain huge confidence by adopting positive habits.*

Self-confidence is nearly the same as running tap water at your house. It would be difficult to understand all the details on how it works or originates from. However, you painfully feel it when it is lost there.

Just like shutting off the water, limited self-confidence hugely impacts negatively on your health and lifestyle. Luckily, you can always do something to beef it up.

### Experiencing Your Success

When you're faced with new challenges, you need to have an available reference of the previous successes that you experienced to help to build off of those.

Experiencing your success makes you feel like it's yours. It is good to develop this habit if you are to grow in confidence and overcome insecurity.

***REAL LIFE Examples:*** *You may know someone who at a glance seems very successful (talk of fast cars, beautiful houses, several degrees). If this person never stopped for once to recognize and experience their success, such people's self-confidence gets hit when a challenging moment comes.*

People who have experienced success but failed to make a stop along the journey to recognize and experience the success were theirs to own. Don't take this road if you were to build your self-confidence. Find your own success story and experience it.

### Take Action:-

- Keep a record of every achievement you can remember that can act as a reference source of motivation and fear punching bag.
- Celebrate your strengths by listing them down. Your strength may include honesty, courage, and respect. Knowing these gives you a lane on which you run. Concentrating on them takes your confidence levels high.
- Set some life goals. Sometimes low self-confidence comes as a result of a lack of career goals. Setting long-term goals gives you the vision to think positively. Breaking them down into short periods say 100 days builds self-confidence.

### Developing Positive Self-Appraisals

You need to be attentive to your internal self-talk and recognize that sometimes

you really need to be on your side.

What you say to yourself really balances you for that moment and that's really essential.

***REAL LIFE example:*** Two go into a job interview, while one questions if they really belong there and just hoping to get the job, the other assertively say to themselves that they belong there and they are going to smash it. Who actually stands a chance to get the job?. Your guess is as good as mine.

Relating to the famous Henry Ford saying that your beliefs and your abilities have a strong effect on the results you achieve, positive self-appraisal makes you overcome self-doubt and insecurities and gives you the courage to face situations confidently

### **Take Action:-**

How then can you practice self-efficacy?

- Embrace positive self-talk to boost your self-compassion, triumph self-doubt, and courageously face new challenges
- Upon identifying your fears, face them head-on without postponing. Do some experiment: if you always fear embarrassing yourself, practice it while alone and remind yourself it is just an experiment.
- Treat yourself kindly when you make a mistake. This will help you become emotionally open-minded to pull through challenges

### **Surrounding Yourself with People who are Role Models**

We always find ourselves surrounded by people we never selected. Letting anyone, their actions and words affect your feelings about yourself, you will experience an emotional ride.

***REAL LIFE example:*** There is at least someone we admire, someone who has walked a similar path to where we find ourselves now and they successfully overcame the challenges that your current chosen path presents. Knowing that they overcame the problems is definitely a confidence-booster

Filter the individual whose opinion will result in a powerful impression of yourself. These people should be the kinds who tell you what you need to hear and not what you want to hear.

### **Take Action:-**

- Choose someone you can relate to, the person needs to have fought the same situation and faced the same problems as you do.

- The role model should be more successful than your career-wise or how they carry themselves. It will give you incentive, motivation, and confidence to aspire to what you can become.
- Do not use social media to source your role model. Some celebrities you follow and draw inspiration from are merely fabrication fabrications. True confidence booster comes from an evidence best experience.

## Managing Confidence-Killing Emotions

Fear, insecurity, and self-doubt are the three confidence-killing emotions and nobody is immune to them.

***REAL LIFE example:*** Think of an elite army officer who has led several combat activities. This officer will always admit that they have their fears, as well which gives them red flags to take action.

When you are doing something and feel that you are pushing yourself, understand that you are only human and it is absolutely right to feel fear and insecurity.

However, what you do with the fear is what defines your journey towards building yourself=confidence

### **.Take Action:-**

- Acknowledge that fear, insecurity and self-doubt are harming you. You can then decide to change the situation or let it be. If you choose to change it, let it come from within you. You will feel motivated and the confidence will be back.
- Form a habit of practicing positive self-talk whenever you sense that self-doubt is increasing in you.
- Have self-love. Learn to put yourself first without coming off as selfish and accept what you can never change about yourself. All your insecurities will leave and you will have the courage to face anything.

## Assignment

1. List down three people who help improve your life.
2. Do you know anybody with the type of confidence you aspire to have?
3. Think of the time you achieved personal or professional success. What was the feeling?
4. Have you faced a situation that made you fear? What did you do afterward?

## Module 4: Mastering Self-Confidence Expressions

*Objective: To appreciate how to demonstrate communicative confidence expressions to enable others to feel you are self-confident.*

Self-confidence sometimes comes when we make others believe in us. There are expressions you can make either verbally or through body language to give you confidence.

Your friends as well may act as confidence boosters when they give you their honest opinion. Let's dive in and see some of the expressions you can make to communicate your levels of confidence to others.

### **Learning to Say No with Courage and Confidence**

The main reason why you may avoid saying „no“ is due to fear of disappointment and possible rejection. In instances where you say no, you certainly may feel the guilt of being selfish. To escape these feelings, you just say „yes“ to please the other person when what you actually wanted to say was „no“.

Having the courage to say 'no' makes you learn to make decisions by not bowing to external pressures but from your conviction. Saying „no“ is empowering when you really mean it. From this foundation of empowerment and confidence, you will realize there is more to give in your life

***REAL LIFE Examples:*** *You may know someone who at a glance seems very successful (talk of fast cars, beautiful houses, several degrees). If this person never stopped for once to recognize and experience their success, such people's self-confidence gets hit when a challenging moment comes.*

People who have experienced success but failed to make a stop along the journey to recognize and experience the success were theirs to own. Don't take this road if you were to build your self-confidence. Find your own success story and experience it.

### **Take Action:-**

- Let go of the generalizations that saying „no“ is cruel, selfish, and uncaring behavior. Make it your responsibility to say no every time you think doing so will ensure your well-being

### **Demonstrating Confident Body Language**

Being able to step into a room and ooze self-confidence that demonstrates you are trustworthy is vital in every interaction including the corporate world.

Every gesture you make communicates a lot about who you represent, how you feel, and whether you are confident enough to be in that room.

As author Barbara Pachter puts it, if you show a confident, credible, composed image, others will interact with you as if you are all those things. They will never know what you are feeling on the inside.

### **Take Action:-**

- When talking to someone, maintain an assertive posture. This will indicate that you are open to that person and you can stand tall, no matter your height.
- Always do power poses which include open body positions that take up space. This will signal the brain that you are confident, making the brain produce increased testosterone but decrease stress hormone levels.

### **Controlling your emotions when receiving Negative Response**

What people think about you by giving a negative response can hurt your self-esteem while also ignoring negative emotions may be counterproductive and costly.

Negative feedback that focuses on your weaknesses and problems will degrade your ability to do something related to the weaknesses and problems criticized.

Processing and reacting to critical responses is somehow difficult. It can make you defensive, angry, and self-conscious, which impacts your confidence. If not properly handled, you may find it harder to adjust.

### **Take Action:-**

- Take time to react. It will help you remind yourself about an essential aspect of your identity, apart from the one being threatened. This will further allow you to be more open to critical feedback thus overcoming your insecurities.
- Have 'loving critics'. There should be a few people who you trust their feedback as brutally honest. Taking negative responses from everyone may never reflect who you truly are. A few of your trusted friends can act as a buffer upon which you ingest the toxic responses.

### **Assignment**

1. How can you transform a challenging encounter into a positive lesson and opportunity for growth?
2. What two things do you do every time you receive a negative response?
3. Highlight 5 times when you said no without fear. How did you feel about those instances?

4. Do you have any power pose trademark? How has it helped you?

## **Module 5: Understanding Importance of Confidence in Life**

*Objective: To enable students to appreciate how important confidence is in every sphere of life.*

Self-confidence does not make you immune from self-doubt but gives you a strong sense of security. It impacts every sphere of your life such as at the workplace and in relationships.

You may encounter situations that hurt your confidence but it is always important to build it up again. It is an important quality to have in life. Some of its importance include:

### **A Recipe for Healthier Living**

There exist positive emotions associated with confidence. While many confident people are happy, satisfied, and optimistic, those who lack confidence are mostly fearful, depressed, and anxious. These negative emotions are associated with poor health effects

Moreover, you can easily achieve your fitness goals with confidence. Having a desire and confidence to exercise is more likely to make you successful than doubts about your ability to face the challenge.

### **Earn Respect Because of Your Confidence**

There is no doubt people respect confidence. Those who exude confidence give impressions that they understand what they are doing commanding trustworthiness and inspiration.

Confident people earn respect from others because they can listen to their perceptions, respond when criticized, and understand their weaknesses.

***REAL LIFE Examples:*** *Word best leaders in every field are confident. Oprah Winfrey, having come from a terrible childhood is renowned as the queen of all media because of the respect she earns from self-confidence. She once said, "The biggest adventure you can ever take is to live the life of your dreams."*

### **Confidence comes with Improved Relationship**

More confidence means less dependence on others for approvals. Confidence makes you comfortable being yourself thus encouraging honesty in your relationships.

Also, when you are confident, you are more likely to maintain a healthy boundary since

you don't over-depend on others for your sense of worth.

With confidence, if someone does not respect you, you won't cave into their demands.

### **Confidence Helps in Better Communications**

When you are confident, you won't fear being direct when needed without second-guessing while talking. Low confident people, however, may encounter difficulties to make clear what they need or want since they are afraid of the response they will receive.

Lack of clarity in communication increases the chances of misunderstandings whereas confidence encourages direct and honest communications.

### **Enhanced Decision-Making Ability**

Lack of confidence makes you doubt yourself and criticize yourself whenever your plans fail. With confidence, you are to keep things in perspective by being secure about your ability to make good decisions. Should the results not be as expected, confidence will assist you to adapt to the consequences of your decisions.

Self-confidence creates a feeling that everything is under control and being handled appropriately. If there is a change, a self-confident person can handle it with ease hence avoiding procrastination and strengthening their trust in their ability to make decisions.

### **Assignment**

1. What does self-confidence feel like to you? Anything you would do if you had all the confidence in the world?
2. The last time you talked to someone commanding, how did the conversation go?
3. How have you ever made a controversial decision which everyone else later praised you for? Kindly list them down.
4. Out of 10, how would you rate your relationship? What can you do to make it better?